

Foster School Department

Policy 5131.2

Bus Behavior Code

1. Bus drivers are in complete charge of their vehicles and have supervisory responsibilities relative to riders in their buses. Monitors and aides will assist the driver in administering discipline.

The Principal is responsible for invoking formal disciplinary action when a driver reports acts of misbehavior. Included in the actions that may be taken are:

- a) Verbal warning – issued to students via the bus driver.
- b) Written notification – to parent from the school using the Bus Conduct Report Form.
- c) Parent Conference - after notification to parents of infractions via correspondence from the school if behaviors continue.
- d) Suspension – of bus riding privileges, for a determined time after notification to parents, via correspondence from the school. Suspensions will not be effective until it is verified that the parents/guardians were notified.
- e) Referrals - of students, who have committed repeated violations, to the Superintendent, who may take action to extend any suspension, place the student on probation, or refer the case to the School Committee.
- f) Indefinite Suspension - of bus riding privileges imposed by the School Committee upon the recommendation of the Superintendent, and with notice to parents of rights.

TIMELINES

- I. Disciplinary action will take effect no later than one school day following notification to parents. All appeals by a student (if 18 or older) or parent must be made in the following sequence: the school Principal (or designee), the Superintendent (or designee), the School Committee.
- II. If, in the driver's opinion, student actions are detrimental to the safety of the trip, a driver may bring the student back to the school. If a student is required to leave the bus under such circumstances, parents will be called to pick up the student at the school. If a parent is not available, police will be called.

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Policy 5131.2 cont.

Rules for Students Riding School Buses

- A. Leave home early enough to arrive at the bus stop 5 minutes in advance of the scheduled pickup time.
- B. Do not stand or play in the roadway while waiting for the bus.
- C. Enter and leave the bus only when the door is fully open and never when the bus is in motion. Approach the bus only when it has come to a complete stop.
- D. Do not push or shove on entering or leaving the bus.
- E. Take assigned seat promptly on entering the bus and remain in it until arrival at destination. No one is permitted to “save” seats and students must sit only in his/her assigned seat.
- F. Parents of students damaging school buses will be responsible for restitution. Bus riding privileges may be suspended if restitution is not made.
- G. Leave the bus promptly and in an orderly manner. Students should move away from the bus after being discharged. Do not linger near the bus or try to hang on the bus.
- H. Do not cross the road until given consent by the bus driver/monitor and be sure to cross at least ten feet in front of the bus, never behind it.
- I. Behavior on the bus is that which is acceptable while in school. Students must obey the driver and monitor promptly in order to insure the safety of all riders.
- J. Students should not project hands, arms or anything else from the bus windows or doors.
- K. Students should not throw anything in the bus or out of the bus windows or doors.
- L. Eating or drinking on the bus is prohibited.
- M. Lunch boxes, books and athletic equipment, etc., should be kept out of the aisle.
- N. No pupil will smoke or light matches or consume or possess any alcohol or controlled substance.
- O. Articles that could cause injury to other students, such as sticks, breakable containers, firearms, skateboards, etc., are not permitted on buses.
- P. Animals are not permitted on buses with the exception of “seeing eye” dogs.

- Q. Fighting, use of vulgar, crude or offensive language and loud, boisterous talk or other disruptive noises or actions that might distract the driver are prohibited.
- R. Students should assist in keeping the bus clean by not leaving waste paper or other items on the floor.
- S. Written permission of parent and school authorities will be required in order for a student to ride on a bus other than his or her regular bus or to board or to leave the bus except at his/her regular bus stop.
- T. No pupil shall open a window on a school bus without permission from the bus driver.
- U. Pupils who have to walk some distance along the highway to the bus loading zone, where practicable, must walk on the left-hand side facing the oncoming traffic. This will also apply to pupils leaving the bus loading zone in the evening.
- V. Students' misconduct on a bus will be sufficient reason to discontinue providing bus transportation to those students involved.
- W. In the event of an actual emergency, emergency exit procedures, as established by the emergency exit drills, will be followed.
- X. Pupils are not to run errands between the bus stop and their home.

Adopted: 10-23-2007